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ABSTRACT

This guide outlines the procedures for organizing and implementing STAR Event competitions held for members of the Kentucky Future Homemakers of America. (An acronym for the phrase "students taking action with recognition," the term STAR event refers to regional contests dealing with the skills taught in vocational home economics programs.) Covered in the individual sections of the guide are the following topics: the overall organization of STAR events, general rules for STAR events, duties of state and regional STAR events coordinators, instructions for specific STAR events chairpersons, general instructions for judges, presentation of awards, and instructions for STAR events participants. Instructions, application forms, and rating sheets are provided for the chapter activities event, the illustrated talk event, and the job application and interview event. Also included are a judge's master decision sheet and a summary of contestants sheet. (MN)

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KENTUCKY FUTURE HOMEMAKERS OF AMERICA

STAR EVENTS GUIDELINES

January, 1983

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OVERALL ORGANIZATION OF STAR EVENTS

Proficiency or skill events have been organized to provide opportunities for members of Future Homemakers of America to participate and receive recognition at chapter, regional, state, and national levels. These events have been named STAR Events for Students Taking Action with Recognition.

The STAR Events are consistent with the philosophy, purposes, and goals of the national organization and vocational home economics programs and will utilize cooperation and competition through positive and constructive methods.

The STAR Events are designed as learning experiences to strengthen student self-concepts; provide another means of meeting the needs of both FHA and HERO members; increase participation in home economics and Future Homemakers of America; enhance the image of the organization and home economics professions; and prepare students to take their place in today's society.

Contests at all levels will be evaluated by the same defined standards. This will assure consistency in preparation for state and national events. Overall guidelines have been established with specific guidelines developed for each event.

Chapter Level

At the local level, the chapter adviser is responsible for directing all STAR Events. Chapter members chosen to participate in regional contests may be selected on the basis of STAR Events conducted at the local level which will allow all members to participate or by having the chapter members elect a representative for specific events.

Regional Level

The adviser to the regional FHA/HERO first vice president will be the overall coordinator of STAR Events for the region. The overall coordinator will designate specific event chairpersons.

Regional competition may be held as a part of the Spring Regional Meeting or during a separate Regional STAR Events Day. The time and place for holding the regional STAR Events competition will be determined by the regional president and first vice president and their advisers. They will select the time and place and give all schools in the region adequate notification.

An entry fee will be charged for each chapter or member entering the regional competitions.

State Level

The adviser to the state FHA/HERO first vice president will serve jointly with a consultant from the state home economics staff as coordinator of STAR Events at the state level. Only winners of regional contests may make application to participate in the state events.

An entry fee will be charged for each chapter or member entering the state competition.

National Level

The State Adviser will coordinate participation of contestants in STAR Events at the National Meeting of the Future Homemakers of America. To be eligible to participate in the national competition, a student must have won at the state level.

Persons representing Kentucky at national STAR Events must pay their own entry fees and travel expenses to the national meeting.

GENERAL RULES FOR STAR EVENTS

1. Only affiliated chapters may participate in STAR Events.

2. Names of participants must appear on the chapter membership roster on file in the state office by February 15 of the current year.

3. Entry forms for each event are included in this handbook. Copies may be made as needed.

4. A second place winner of an event may replace a first place winner in case of withdrawal or disqualification.

5. Participation in the regional STAR Events will require the adviser to submit the following in one packet to the regional first vice president by March 1 of the current year:

   (a) an application form for each event typed or printed in ink
   (b) a single check for all entry fees made payable to Region ___ FHA/HERO Treasurer

6. Entry fees will not be refunded for any reason.

7. The regional STAR Events coordinator (adviser to the regional first vice president) will submit the names of winners of regional contests to the State Association immediately after the regional contests.

8. Participation in the state STAR Events will require the following to be submitted to the State Adviser by April 1 of the current year:

   (a) an application form typed or printed in ink
   (b) a single check for all entry fees made payable to Kentucky Association of Future Homemakers of America

9. Participants in state STAR Events will register for the State Meeting with other delegates from their chapter.

10. Each adviser will be responsible for the actions of his/her students during STAR Events.

11. Participants will adhere to the "Instructions for STAR Events Participants" included in this handbook. Failure to adhere to these instructions will result in penalty points as determined by the judges. Infractions of rules may be sufficient to suspend an entire chapter from participation in competitive events.

12. Advisers or parents of participants in a given event may not serve as the chairperson of that event.

13. Individuals with expertise in each area of competition will be selected as judges. Parents of participants will not be allowed to judge an event in which their son/daughter is participating. Advisers will not be allowed to serve as judges. School teachers or administrators will not be allowed to judge events in which students from their schools are participating.

14. Local chapter advisers will be responsible for providing participants with a copy of the information for the competition in which they are participating.

15. An event orientation session will be held the day of the event for participants to draw identification numbers, collect materials, and receive instructions. Participants who are not present at the beginning of an event orientation will be automatically disqualified.

16. Only participants, consultants, and events chairpersons will be allowed in the room during event orientation.

17. Participants will be known by identification numbers only.

18. Participants must assume responsibility for all personal property and event materials.

19. There will be no talking in the events room. All instructions should be given prior to the event. Any coaching at the event will result in disqualification.

20. State officers will not be allowed to participate in individual STAR Events during their term of office but my participate in the presentation of awards.

21. Regional officers will not be allowed to participate in individual STAR Events during their term of office but may participate in presentation of awards.

22. Judges will determine points awarded and penalty points deducted. The decision of the judges is final. All ties involving first, second, and third place will be broken by the judges.

DUTIES OF REGIONAL STAR EVENTS COORDINATOR

1. The adviser to the regional first vice president will be responsible for coordinating the STAR Events in the region.

2. The regional STAR Events Coordinator will appoint a chairperson for each specific event.

3. The STAR Events Coordinator will select three competent and impartial persons to serve as judges of each event unless otherwise stated. Representatives of business, the media, extension service, or vocational education may be asked to serve as judges. Teachers, administrators, or counselors from schools having students participate in the event may not be chosen as judges.

4. The STAR Events Coordinator will appoint a timekeeper to record the total time, undertime, and overtime used by each participant or team in delivering presentations.

5. A door monitor will prevent spectators from entering and/or leaving the presentation room during a STAR Event. This may be a student or an adviser.

6. The STAR Events Coordinator will apoint an adult to serve as receptionist for the Job Application and Interview Event.

7. The STAR Events Coordinator will make room arrangements for each event. Usually two rooms are needed - one for the participants to wait their turn and one in which the competitive events take place. A clock, stop watch, and calculator may be needed, according to the event.

8. The STAR Events Coordinator must make up a schedule of events giving the time and room number for each event to be printed in the meeting program or distributed to participants.

9. The regional STAR Events Coordinator will be responsible for collecting all application forms and entry fees for the regional contests. Checks for entry fees are to be sent by the Coordinator to the Regional FHA/HERO Treasurer for deposit.

10. The regional contests should be self-sustaining in that the total cost of awards, gifts, and other expenses should not exceed the amount collected from entry fees.

11. Awards for first place winners and certificates for all participants in the regional contests may be obtained through the state association.

12. The STAR Events Coordinator will be responsible for working with the regional first vice president in the presentation of awards at the awards ceremony.

13. The "Summary of Contestants" form will be completed by the STAR Events Coordinator and kept on file in the region. It should serve as a record of awards presented.

14. The "Judges Master Decision Sheet" will be verified by all judges before it is sent to the State Adviser by the regional STAR Events Coordinator.

15. Gifts for judges should be purchased and presented by the STAR Events Coordinator. The regional treasurer will reimburse the STAR Events Coordinator for the purchase of the gifts.

16. The STAR Events Coordinator will be responsible for seeing that thank you notes are written to all judges of the competitive events.

DUTIES OF STATE STAR EVENTS COORDINATOR

1. The adviser to the state first vice president will serve as STAR Events Coordinator at the state level with a representative of the state staff serving as consultant.

2. The state STAR Events Coordinator will appoint a chairperson for each specific event.

3. The STAR Events Coordinator will select three judges for each event unless otherwise stated. Representatives of business, the media, extension service, or vocational education may be asked to serve as judges. Teachers, administrators, or counselors from schools having students participating in the event may not be chosen as judges.

4. The STAR Events Coordinator will appoint a timekeeper to record the total time, undertime, and overtime used by each participant or team in delivering presentations.

5. A door monitor will prevent spectators entering and/or leaving the presentation room during a STAR Event. This may be an adviser or student.

6. The state STAR Events Coordinator will work with the consultant from the state staff to make room arrangements for each event. Usually two rooms are needed for each event - one for the participants to wait their turn and one in which the competitive events take place. A clock, stop watch, and calculator may be needed, according to the event.

7. The state STAR Events Coordinator will work with the state consultant to make up a schedule of events giving the time and room number for each event to be printed in the meeting program or distributed to participants.

8. All applications and entry fees will be sent to the State Adviser.

9. Gifts for judges and awards for winners and participants will be provided by the state association.

10. The STAR Events Coordinator will be responsible for working with the state first vice president in the presentation of awards at the awards ceremony.

11. The STAR Events Coordinator will be responsible for seeing that thank you notes are written to all judges of the state STAR Events.

INSTRUCTIONS FOR SPECIFIC STAR EVENTS CHAIRPERSONS

1. Arrange for all necessary materials, equipment, and rooms in advance of the event.

2. Read the STAR Events Guidelines carefully and follow them exactly.

3. Check room arrangements to be certain they meet the requirements of the event.

4. Conduct an event orientation session the day of the event for participants to draw identification numbers, collect materials, and receive instructions.

5. Conduct a meeting for the judges at the event site prior to the event to distribute outlines, review rating procedures, answer questions, and assign identification letters to judges. Decide if rating sheets are to be turned in after each entry is judged or after all entries are judged.

6. Have all judges sign the "Judges Master Decision Sheet" to indicate that they agree on selection of first, second, and third place winners.

7. Excuse judges only after the winners have been determined and all ties involving the first three places have been broken.

8. Submit completed rating sheets, outlines, event tally summary sheets, participants' data sheets, authorization forms, and master decision sheet to the STAR Events Coordinator immediately following the completion of the event.

9. Keep results of the event confidential until awards have been presented.

10. See that all rooms used for the STAR Events are left in good order and materials and equipment are returned to the proper place.

GENERAL INSTRUCTIONS FOR JUDGES

1. All judges should meet at the event sites in advance of the events to confer on rule meanings, rating sheets, room arrangements, materials and/or equipment, and to receive typed outlines or other required material.

2. In each skill event, participants and/or exhibits should be known by identification numbers only. Judges will be known by identification letters on their rating sheet.

3. Prior to the event, the judges will be furnished with copies of the participants' outlines or other materials required by each event.

4. Careful consideration should be given to each rule of the event being judged.

5. Each entry should be judged in the same manner and under the same conditions.

6. All scores should be written in ink.

7. Judges should avoid talking to contestants unless required by the contest.

8. Rating and summary sheets should be totaled and returned to the events chairperson as instructed either after each entry is judged or after the judging of all entries is completed.

9. Any changes made on rating sheets must be initialed by the judge.

10. All judges are to remain at the event site until all winners have been determined and all ties involving the first three places are broken.

11. The "Judges' Master Decision Sheet" is to be signed to show agreement with the first, second, and third place awards.

12. All information must be kept confidential until the general announcement.

PRESENTATION OF AWARDS

1. Following the completion of all competitive events at each level, an awards program will be held.

2. The awards program will be directed by the STAR Events Coordinator in cooperation with the first vice president.

3. Awards will be presented by the regional or state first vice president.

4. STAR Events awards will be presented based on the number of points earned. The highest division of points will earn a three-star award; the second highest division will earn a two-star award; the third highest division a one-star award; and all others will be classified as "participants." There may be more than one person receiving a specific type of award. (Example: If three persons have total scores of 98, 97, and 95, all three would receive three-star awards based on the number of points earned.)

5. All three star winners, two star winners, and one star winners will be given special certificates. A trophy or plaque will be given to the highest ranking three star winner or "Super Star" in each event. Certificates of participation will be awarded to all other qualified participants.

6. All participants and winners will be recognized and honored; therefore, it is important that all participants be present to receive the award and/or certificate. Participants should dress appropriately for the awards program.

INSTRUCTIONS FOR STAR EVENTS PARTICIPANTS

As representatives of the Kentucky Association of Future Homemakers of America, participants in STAR Events have privileges as well as responsibilities. The following policies were developed so that Kentucky can be proud of its representatives and have them reflect a positive image at all official activities.

1. Participants should conduct themselves in a manner which will reflect credit to themselves, their families, their schools, and the Kentucky Association of Future Homemakers of America.

2. The general rules, policies, and guidelines should be studied prior to entering the event.

3. Preparation for the presentation should be completed well in advance of the day of the STAR Events.

4. All participants should arrive at the event site early enough to register and find out the time and location for the orientation session.

5. Participants should be on time at all sessions and remain for the entire session.

6. Chapter representatives should be well groomed and appropriately dressed. Appearance may be considered in the evaluation of the presentation.

7. All participants should attend the awards program to receive a certificate of recognition.

8. Courtesy should be extended to employees at the meeting location by leaving the room clean and orderly.

9. Participants are responsible to their advisers at all times.

10. Participants and their chapters will be responsible for any damages to property that occur as a result of misconduct.

11. No alcoholic beverages or drugs in any form shall be in the possession of or consumed by members at any time while representing the Kentucky Association of Future Homemakers of America.

12. Instances of misconduct will be reported to parents and/or guardians and proper school authorities.

13. The following rules of conduct are to be followed at all times:

    (a) Be considerate of roommates, chaperones, and other delegates.
    (b) Follow rules of etiquette when making introductions, expressing appreciation, and dining in public.
    (c) Avoid chewing gum or smoking in public or when it is offensive to others.
    (d) Keep money and other valuables in one's possession at all times.

CHAPTER ACTIVITIES EVENT

STAR EVENT GUIDE

CHAPTER ACTIVITIES EVENT

The Chapter Activities Event is designed to encourage the development of local chapter activities; provide a creative means of exhibiting the chapter activities; and recognize chapters whose activities make worthwhile contributions to families, the school, or the community.

EVENT CATEGORIES:

Category A - Log
Category B - Display

ELIGIBILITY

1. Each chapter may submit either a log or a display to the regional contest.

2. Each region may submit either a log or a display to the state contest.

3. Each entry must be from a state and nationally affiliated chapter, and all members who participate must be dues paying members.

4. Any FHA or HERO chapter from a junior, senior, or vocational school is eligible to enter this event.

5. Applications and entry fees must be submitted by the deadline date to the designated representative of the regional or state STAR Event.

6. A designated student representative of the chapter must attend the meeting(s) to officially enter the chapter's log or display.

PROCEDURES

1. A designated chairperson shall be in charge of the Chapter Activities Event at the regional or state meeting.

2. Completed application forms and entry fees must be received by the deadline.

3. The designated student representative must attend an orientation session. At the orientation session students will:

    a. draw for an identification number
    b. be assigned a space or table
    c. review guidelines
    d. receive time schedules for setting up, evaluating, viewing, and removing the entry
    e. review the event and the entrant's responsibility

4. At the specified time and location, the student representative will check in with the event chairperson and set up the entry. Only students may set up entries.

5. The entry will be set up after the orientation session has been conducted. The time and the space will be specified by the event chairperson.

6. Each chapter must assume responsibility for the safety of its entry by assigning a student(s) to stay with the entry during the viewing hours.

7. At the specified time, the judges will score each entry. No students or advisers will be admitted while judging takes place.

8. Decisions of the judges will be final.

PHYSICAL FACILITIES REQUIRED

1. One large room with space for each log or display to be exhibited is sufficient. Usually one 80" x 60" table per display will be needed.

2. There will be no other room necessary since students will not be waiting to enter.

3. A calculator would be helpful for the judges to add their scores.

RULES

Category A. LOG

1. The log must be the effort and work of local chapter members.

2. The log will be limited to one volume only.

3. Activities described in the log shall be limited to the current fiscal year.

4. The log should include the following information about the chapter impact project:

    a. impact project title
    b. goal statement and objectives
    c. specific activities/schedules/agendas/dates
    d. target audience
    e. resources
    f. public relations strategies
    g. evaluation statement
    h. chapter members involved and their respective responsibilities

5. The log may include, but shall not be limited to, the following:

    a. leadership activities
    b. community service activities

c. national projects
d. meetings (chapter, regional, state, national)
e. promotional presentations
f. fund raising activities
g. recognition activities
h. career development activities
i. ceremonies

6. Logs may contain a variety of descriptive materials pertaining to the individual chapter activities. Each chapter activity description must be self-explanatory. (Examples: pictures, news clippings, secretary's minutes, art work, scripts of programs or ceremonies, written reports/evaluations, etc.)

7. The log must be exhibited to persons outside the school at least once prior to the regional or state meeting.

8. Specifications for the log:

a. An official FHA/HERO scrapbook available from Balfour Supply Company will be the accepted log.
b. The title page must carry the name of the chapter, type of chapter (FHA, HERO, or FHA/HERO), school, state, and year.
c. A table of contents must be included for ease in viewing.
d. A roster of members in good standing (those who have paid state and national dues) must be attached.
e. Each activity must clearly be identified by page headings and appropriate captions.
f. Activities must be in chronological order. If desired, the log may be divided into specific activity sections (see No. 5) with each individual activity presented chronologically.

9. Chapter Activities Event will be judged on the following:

a. extent to which Future Homemakers of America planning process and ways of working are used to generate impact projects
b. impact of project on individuals, families, school or community
c. extent to which the project has helped students grow and expand opportunity
d. extent to which the impact project enhances the home economics curriculum
e. extent to which the activities increase public awareness of the organization
f. clarity of the goals and descriptions of the impact project
g. overall quality of the log

RULES

Category B. DISPLAYS

1. The display must be the effort and work of local chapter members.

2. The chapter display must be exhibited to persons outside the school at least once prior to the regional or state meeting.

3. The activities represented in the display may include, but shall not be limited to, the following:

    a. leadership activities
    b. community service activities
    c. national projects
    d. meetings (chapter, regional, state, national)
    e. promotional presentations
    f. fund raising activities
    g. recognition activities
    h. career development activities
    i. ceremonies

4. A written summary sheet must accompany the display. (This summary sheet must be with the completed display during the evaluation process.) The summary sheet must include:

    a. date and location of previous exhibition(s)
    b. age and type of audience for which the display was previously utilized
    c. explanation of how the display achieved the established purpose for targeted audience
    d. chronology of chapter activities for the year

5. The local chapter name, school, and state should not be included on the display; however, each entry must include a detachable 3" x 5" card which will be placed on the display after the evaluation process. The 3" x 5" card shall include the following information:

    a. local chapter name
    b. school
    c. city, state
    d. Kentucky FHA/HERO region

6. Although each display is to be identified by a pre-assigned number during the evaluation process, it will not be necessary to eliminate the specific chapter name from items utilized as part of the display.

7. The display shall be free standing or table top, not exceeding a space 30" deep x 60" wide and 72" high.

    NOTE: Particular attention should be given when setting up so that the final dimensions do not exceed the maximum dimensions causing the display to be penalized by judges.

8. Chapters must bring all supplies (e.g., tape, pins, etc.) to be used in setting up and all props necessary. Tables 30" x 60" and electrical outlets will be available from the host school or hotel (requests for a table and electrical outlets for your display, if necessary, may be made on the application form). Wall space or supplies will not be available.

9. All displays will be judged on the same criteria as the logs: activities and presentation.

Kentucky Department of Education
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FHA/HERO

STAR EVENTS
CHAPTER ACTIVITIES APPLICATION FORM

_____ REGIONAL ENTRY

MUST BE POSTMARKED BY MARCH 1
Return to: Adviser to Regional
First Vice President

Enclose check for $5.00 payable to:
Region ____ FHA/HERO Treasurer

_____ STATE ENTRY

MUST BE POSTMARKED BY APRIL 1
Return to: State FHA/HERO Adviser

Enclose check for $5.00 payable to:
Kentucky Association of
Future Homemakers of America

NOTE: Please type or print in ink. Incomplete applications may be rejected. Chapters may enter only one division. A non-refundable entry fee must accompany this application.

Check Division: Log_____ Display_____

****

Chapter Information

Name of Chapter_____

Type of Chapter: JR. FHA _____ SR. FHA _____ SR. HERO _____

School _____

Street _____ Phone ( ) _____

City _____ State _____ Zip _____

Adviser's Name_____

Student Representative(s) Name_____

_____

****

Table Needed: Yes ____ No ____

Electrical Outlet Needed: Yes ____ No ____

Fee Enclosed: _____$5.00

Student membership dues
paid: ___State
___National

****

_____
Chapter President's Signature

_____
Adviser's Signature

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FHA/HERO

STAR EVENTS

CHAPTER ACTIVITIES RATING SHEET

Category: LOG_____ DISPLAY_____

Identification #_____ Rating_____

Instructions: Circle the appropriate rating in each category. Do not circle any item where information or evidence is missing. Total the points and determine the rating.

Evaluation Criteria	3 Star	2 Star	1 Star	Notes
I. Activities				
Impact on individuals, families, school, or community	10	8	5	
Enhancement of the home economics curriculum	10	8	5	
Extent of use of the FHA/HERO planning process	10	8	5	
Evidence of student growth or expansion of opportunities	10	8	5	
Communication of goals and accomplishments of the chapter	10	8	5	
Extent to which activity increased public awareness of the organization	10	8	5	
Evidence of chapter members' evaluation of the project	10	8	5	

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FHA/HERO

Evaluation Criteria	3 Star	2 Star	1 Star	Notes
II. Presentation (Check one category)				
_____Log _____Display				
Specifications followed	5	3	2	
Clarity of goals and descriptions	5	3	2	
Originality and creativity	5	3	2	
Neatness and organization	5	3	2	
Thoroughness of information	5	3	2	
Overall quality, attractiveness	5	3	2	
Total points _____				

Rating: 3 Star - 90-100 points
2 Star - 70-89 points
1 Star - 40-69 points

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FHA/HERO

STAR EVENT GUIDE

ILLUSTRATED TALK EVENT

The Illustrated Talk Event is designed to allow an individual the opportunity to organize and present skills and knowledge gained in a given area of home economics and to gain self-confidence by speaking before a group. The presentation will illustrate a student's ability to creatively communicate a concept and activity that deals specifically with issues affecting the quality of individual and family life.

An Illustrated Talk is a speech presentation which affectively uses props such as charts, posters, pictures, or real objects. It is not a presentation designed to demonstrate and show an audience how to do something.

EVENT CATEGORIES

A. Junior:
Active members in grades 7-9.

B. Senior:
Active members in grades 10-12.

ELIGIBILITY

1. Each affiliated chapter may submit one (1) entry in each event category at the regional level.

2. The students must have paid state and national dues for the current year.

3. A completed application form and entry fee must be submitted to the region by March 1.

4. The region may submit one entry in each category to state competition.

5. A completed application form must be completed by the regional winners and submitted with the entry fee to the State Adviser by April 1.

6. All entrants must have presented their illustrated talk before a local audience at least once prior to the regional or state meeting.

PROCEDURES

1. A designated chairperson shall be in charge of the Illustrated Talk Event at the meeting.

2. A completed application form must be received by the adviser to the regional first vice president by March 1.

3. A completed application form must be received by the State Adviser by April 1.

4. Students must attend an Event Orientation Session where they will:

    a. draw for identification number indicating order of participation
    b. review time schedule
    c. submit information sheet to the event chairperson
    d. be given an overview of the event and the entrant's responsibilities

5. Entrants must report to the presentation area at least five (5) minutes prior to the assigned speaking time.

6. At the designated time, the individual entries will be announced by identification number and will present their illustrated talk to the judges and audience. Five minutes will be the maximum time allowed for each presentation. A one-minute warning will be given by the timekeeper.

7. At the conclusion of each presentation, the judges will score the presentation on the rating sheets in ink.

8. Each judge will total the rating sheet and return it to the event chairperson. The judges will remain until the final ratings have been identified.

PHYSICAL FACILITIES REQUIRED

1. The room for the Illustrated Talk Event should be furnished with a podium, easel for holding charts, an electrical outlet and extension cord, projector table and movie screen and seats for spectators and judges.

2. A nearby room is needed where participants may wait their turn.

3. A stop watch is needed for timing the Illustrated Talk and a sign for the timekeeper to hold up to indicate that there is only one minute remaining.

4. A calculator would be helpful for the judges to add their scores.

RULES

1. An entry shall consist of a speech presentation about issues affecting the quality of individual and family life or occupational preparation.

2. The current issue chosen must be related to an area of study in Consumer and Homemaking Education or Home Economics Related Occupations. Keep in mind that subject areas in Consumer and Homemaking Education and Home Economics Related Occupations may overlap or be interrelated. The areas of home economics are:

Consumer and Homemaking Education

* Human Development
* Foods
* Clothing
* Housing and Home Furnishings
* Management/Family Economics

Home Economics Related Occupations

* Child Care Services
* Commercial Foods
* Clothing Services
* Home Furnishings
* Home and Community Services

3. The issue chosen should be one that:

   * represents a concern of youth and of the person making the presentation
   * reflects current social or economic issues
   * can be addressed by an FHA/HERO chapter

4. The presentation should:

   * cover information about the issue
   * relate the importance of the issue to home economics
   * discuss how FHA/HERO members can help solve the problem

5. The presentation shall be a maximum of five (5) minutes in length. Participants may use a watch or clock; however, reference to the time may detract from the effectiveness of the presentation. A one-minute warning will be given by the timekeeper.

6. An entrant may use any combination of activities or visual aids with the necessary portable equipment, Suggested aids might include puppets, posters, slides, cassettes, charts, and other appropriate media. Other persons may not assist the contestant during the timed event.

7. All necessary aids and equipment except table and chairs are the responsibility of the participant and must be assembled and removed quickly. All visuals and other aids should be easily seen by the audience and evaluators. The presentation area must be kept clean and neat at all times.

8. The presentation should be developed around a single theme and presented in a logical order.

9. Each entrant must prepare and submit three (3) typed copies of an information sheet to the event chairperson during the orientation session. The name of the participant is to appear on the cover sheet only.

10. The information sheet should consist of:

    a. an outline of the presentation
    b. references
    c. date, location, and proof of prior presentation of the illustrated talk (e.g. photo, news clippings, letter of invitation or thank you)

11. The presentation and information sheet must be the work of the student.

12. Entrants shall dress in appropriate attire for a public presentation.

13. Each entry will be evaluated on content, effective use of visual aids, presentation, and information.

14. Spectators will be allowed during the event, but no one may enter or leave a room during a presentation. Gesturing or talking from the audience will not be permitted.

15. The top rated talk may be presented at a general session.

Kentucky Department of Education
Bureau of Vocational Education
FHA/HERO

STAR EVENTS
ILLUSTRATED TALK APPLICATION FORM

_____ REGIONAL ENTRY

MUST BE POSTMARKED BY MARCH 1
Return to: Adviser to Regional
First Vice President

Enclose check for $3.00 payable to:
Region ____ FHA/HERO Treasurer

_____ STATE ENTRY

MUST BE POSTMARKED BY APRIL 1
Return to: State FHA/HERO Adviser

Enclose check for $3.00 payable to:
Kentucky Association of
Future Homemakers of America

NOTE: Please type or print in ink. Incomplete applications may be rejected. Students may enter only one event. A non-refundable entry fee must accompany this application.

Check Division: Junior _____ (Grades 7-9) Senior _____ (Grades 10-12)

****

Applicant Information

Name _____ Phone ( ) _____

Home Address _____

City _____ State _____ Zip _____

School Information

School _____ Chapter _____

Address _____ Phone ( ) _____

City _____ State _____ Zip _____

Adviser's Name _____

****

Title of Illustrated Talk _____

Brief Description of Presentation _____

_____

Where has the presentation been given before? _____

_____

Electrical Outlet Needed: Yes____ No____ Fee Enclosed: $3.00 _____

Student membership dues paid: State _____ National _____

****

_____ _____

Applicant's Signature Chapter Adviser's Signature

KDE/MIC Approved
4211-722

Kentucky Department of Education
Bureau of Vocational Education
FHA/HERO

STAR EVENTS

ILLUSTRATED TALK RATING SHEET

Category: Junior_____ Senior_____

Identification #_____ Rating_____

Instructions: Circle the appropriate rating in each category. Do not circle any item where information or evidence is missing. Total the points and determine the rating.

Evaluation Criteria	3 Star	2 Star	1 Star	Notes
I. Content				
Relationship of issue to home economics	10	7	4	
Knowledge of subject	10	7	4	
Relationship of issue to FHA/HERO	10	7	4	
II. Aids				
Visibility to audience	5	3	2	
Educational value of aids used	5	3	2	
Enhancement of presentation by use of aids	5	3	2	
III. Presentation				
Introduction	10	7	4	
Pitch/tempo/ volume	10	7	4	
Gestures/ mannerisms	10	7	4	
Grammar/pro-nunciation	10	7	4	
Summary	10	7	4	

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4211-727

Kentucky Department of Education
Bureau of Vocational Education
FHA/HERO

Evaluation Criteria	3 Star	2 Star	1 Star	Notes
IV. Information Sheet				
Outline	5	3	2	
References	5	3	2	
Data to verify previous presentation	5	3	2	

Total Points _____

Rating: 3 Star -- 90-100 points
2 Star -- 70-89 points
1 Star -- 40-69 points

Kentucky Department of Education
Bureau of Vocational Education
FHA/HERO

STAR EVENT GUIDE

JOB APPLICATION AND INTERVIEW EVENT

The Job Application and Interview Event is designed to allow individuals the opportunity to demonstrate their abilities to complete a job application form, participate in an interview, and communicate their personal understanding of and ability to perform home economics related job requirements. By simulating a job interview situation with business and industry persons, participants will be acquainted with current employment needs and procedures.

EVENT CATEGORIES

A. Junior Division (Grades 7-9) - entrants will apply for a position in a home economics area in keeping with a vocational objective they are currently exploring.

B. Senior Consumer and Homemaking Division (Grades 10-12) - entrants will apply for a home economics position in keeping with a vocational objective they are currently exploring.

C. Senior Gainful Division (Grades 10-12) - entrants will apply for a home economics related position in keeping with a vocational objective for which they are currently training or are qualified.

ELIGIBILITY

1. Each affiliated chapter may submit one (1) entry in each event category at the regional level.

2. The students must have paid state and national dues for the current year.

3. A completed application form and entry fee must be submitted to the adviser to the regional first vice president by March 1.

4. The region may submit one entry in each category to state competition.

5. A completed application form must be completed by the regional winners and submitted with the entry fee to the State Adviser by April 1.

PROCEDURES

1. A designated chairperson shall be in charge of the Job Application and Interview Event at the meeting.

2. A completed application form must be received by the adviser to the regional first vice president by March 1.

3. A completed application form must be received by the State Adviser by April 1.

4. Participants must attend an event orientation session where they will:

    a. Draw for interview numbers indicating order of participation.
    b. Receive tentative time schedules to be followed for interview appointments.
    c. Submit an information folder to the event chairperson.
    d. Be given an overview of the event and the entrant's responsibilities.

5. Entrants will check in with the receptionist five (5) minutes prior to the assigned interview time at room designated for interviews. When the entrant is called by the receptionist, the entrant will approach the receptionist as though applying for a job in an occupation of the entrant's choice.

6. The entrant will receive an application for employment from the receptionist. All entrants will complete the application for employment in the presence of the receptionist.

7. The receptionist will introduce the entrant and give the application and resumé folder to the interviewers (judges).

8. The judges will conduct a five-minute interview. Sample questions are listed below; however, the judges may ask other questions.

    a. What type of vocational training are you taking or have you had?
    b. What do you like most about this occupational area?
    c. In what extracurricular activities have you participated while in school?
    d. What do you want to be doing five years from now?
    e. Do you like to work with other people or would you rather work alone?
    f. What qualifications do you possess which will make you successful in this job?
    g. Why do you want this job?
    h. What do you consider to be your greatest strengths?

9. After the interview, the entrant will be asked to compose an interview follow-up letter within 15 minutes in the presence of the receptionist. The entrant must submit the follow-up letter to the receptionist.

10. The judges will score the entrant according to the established rating sheet. Each judge will total the rating sheet and return it to the event chairperson. The judges will remain until the final rankings have been identified.

Physical Facilities Required

I. Three rooms are required for the Job Application and Interview Event: a waiting room for participants, a room for the receptionist, and a room in which the judges interview the contestants.

2. The room for the receptionist should be furnished with a desk for the receptionist and a table and chair where the contestants may complete the job applications and to write the follow-up letters. A clock, stationery, envelopes, carbon paper, paper clips, pencil and pen should be provided.

3. The room in which the interview takes place should be furnished with chairs for the judges and one contestant.

4. A calculator would be helpful for judges to add their scores.

RULES

1. Entrants shall apply for a position requiring a background in home economics. The position selected should represent the entrant's occupational objective or current area of training.

2. The following information is to be prepared ahead of time and submitted in a folder at the orientation session.

    a. Resumé (3 typed copies)
    b. Letter of application
    c. Two letters of recommendation: one from a school official, counselor, or teacher; one from an employer or other source.

3. The resumé and letter of application must be the work of the student.

4. Entrants must complete the application for employment in the presence of the receptionist. Fifteen (15) minutes will be allowed for the completion of the application form. Resources such as a copy of the resumé, dictionary, and reference cards may be used in completing the application.

5. All applications must be completed in ink; entrants must provide their own pens.

6. Each entrant will be interviewed for five (5) minutes by three (3) judges serving as personnel directors and position supervisors. Questions during the interview will be related to general as well as specific areas of preparation for the desired occupational area and the vocational objective of the entrant.

7. Entrants who fail to arrive for their interview on time will be automatically disqualified.

8. After the interview, the entrant will compose an interview follow-up letter. The entrant will have a maximum of fifteen (15) minutes to complete a follow-up letter. The letter must be written in ink and given to the event chairperson.

9. Entrants shall dress in appropriate attire for an interview.

10. Entrants are to use factual information throughout the application process and interview.

11. Entrants will be evaluated on their resumés, applications for employment, follow-up letters, and presentations of self in the interview.

Kentucky Department of Education
Bureau of Vocational Education
FHA/HERO

STAR EVENTS
JOB APPLICATION AND INTERVIEW APPLICATION FORM

_____ REGIONAL ENTRY

MUST BE POSTMARKED BY MARCH 1
Return to: Adviser to Regional
First Vice President

Enclose check for $3.00 payable to:
Region ____ FHA/HERO Treasurer

_____ STATE ENTRY

MUST BE POSTMARKED BY APRIL 1
Return to: State FHA/HERO Adviser

Enclose check for $3.00 payable to:
Kentucky Association of
Future Homemakers of America

NOTE: Please type or print in ink. Incomplete applications may be rejected. Students may enter only one event. A non-refundable entry fee must accompany this application.

Check Division: Junior FHA ____ (Grades 7-9) Senior FHA ____ (Grades 10-12) Senior HERO ____ (Grades 10-12)

Occupational Objective _____

****

Applicant Information

Name _____ Phone ( ) _____

Address _____

City _____ State _____ Zip _____

School Information

School _____ Chapter _____

Address _____

City _____ State _____ Zip _____

Adviser's Name _____

Fee Enclosed: $3.00 ____ Membership dues paid: State _____ National _____

****

_____
Applicant's Signature

_____
Chapter Adviser's Signature

KDE/MIC Approved
4211-721

Kentucky Department of Education
Bureau of Vocational Education
FHA/HERO

STAR EVENTS

JOB APPLICATION AND INTERVIEW RATING SHEET

Category: Junior_____ Senior FHA_____ Senior HERO_____

Identification #_____ Rating_____

Instructions: Circle the appropriate rating in each category. Do not circle any item where information or evidence is missing. Total the points and determine the rating.

Evaluation Criteria	3 Star	2 Star	1 Star	Notes
I. Applicant				
Promptness	5	3	2	
Appropriately dressed	10	8	5	
Neatly groomed	5	3	2	
Friendly, poised	10	8	5	
Confident, businesslike	5	3	2	
Well informed of occupational area	20	15	10	
II. Information Folder				
Complete and appropriate resumé	10	8	5	
Well-written letter of application	10	8	5	

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4211-726

Evaluation Criteria	3 Star	2 Star	1 Star	Notes
Two letters of recommendation	5	3	2	
Information presented in a professional manner	5	3	2	
III. Application Form and Follow-Up Letter				
Appropriate, businesslike letter	5	3	2	
Complete application form	5	3	2	
Correct grammar	5	3	2	

Total Points_____

Rating: 3 Star -- 90-100 points
2 Star -- 70-89 points
1 Star -- 40-69 points

Kentucky Department of Education
Bureau of Vocational Education
FHA/HERO

JOB APPLICATION AND INTERVIEW EVENT

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Date _____ Social Security Number ___/___/____

Name _____
Last First Middle

Present Address: _____
Street City State Zip

Permanent Address: _____
Street City State Zip

Phone Number: _____

If related to anyone in our Employment, state name and department _____ Referred By: _____

EMPLOYMENT DESIRED

Position _____ Date You Can Start _____ Salary Desired _____

Are you employed now? _____ If so, may we inquire of your present employer? _____

Have you ever applied to this company before? _____ Where? _____ When? _____

EDUCATION

	Name & Location of School	Years Attended	Date Graduated	Subjects Studied
Grammar School				
High School				
College				
Trade, Business or Correspondence School				

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What Foreign Languages
Do You Speak Fluently? Read Write

Activities Other than Religious
(Civic, Athletic, Fraternal, etc.)

FORMER EMPLOYERS (List below last four employers, starting with the last one first.)

Date (Month & Year)	Name and Address of Employer	Salary	Position	Reason for Leaving
From To				
From To				
From To				
From To				

References: Give below the names of three persons not related to you whom you have known at least one year.

Name	Address	Business	Years Acquainted
1.			
2.			
3.			

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal.

DATE: SIGNATURE:

Kentucky Department of Education
Bureau of Vocational Education
FHA/HERO

Due Date:
Immediately after regional contest to State Adviser.

STAR EVENTS

JUDGES' MASTER DECISION SHEET

COMPETITIVE EVENT: _____

Category _____ Region ( ) _____

Date _____ State ( ) _____

	CONTESTANT'S NUMBER	CONTESTANT'S NAME	SCHOOL
First Place			
Second Place			
Third Place			

INSTRUCTIONS:

A. Refer to the rules of specific competitive events concerning number of winners.
B. Determine the winners using the rating sheets.
C. Record each contestant's number, name, and school on the Master Decision Sheet.
D. All judges should sign the completed Master Decision Sheet.
E. Return all rating sheets and the completed Master Decision Sheet to the Contest Chairperson.

Judges' Signatures:

_____

_____

_____

_____

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SUMMARY OF CONTESTANTS

STAR EVENT: _____ _____

Category _____ Region No. _____

Date _____ State _____

I.D. NO.	INDIVIDUAL CONTESTANT	CHAPTER REPRESENTED	TOTAL SCORE	AWARD 3, 2, 1 STAR

Submitted to Star Events Coordinator by: _____
Chairperson

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4211-724